# SUPERVISORY BORDER PATROL AGENT (INTELLIGENCE **OPERATIONS SUPERVISOR)**

DEPARTMENT OF HOMELAND SECURITY

**Customs and Border Protection** 

U.S. Border Patrol

**Open & closing dates** 

(11/30/2018 to 12/19/2018)

Pay scale & grade

**GS 13** 

**Appointment type** 

Permanent

Locations

1 vacancy in the following location:

Havre, MT

**Relocation expenses reimbursed** 

No

This job is open to

**Internal to an agency** 

Current federal employees of this agency.

Service

Competitive

**Salary** 

\$87,252 to \$113,428 per year

Work schedule

Full-Time

Telework eligible

No

# **Clarification from the agency**

For details regarding who can apply for this Job Opportunity Announcement please see the Requirements section.

#### Announcement number

USBP-IMP(ROB)-10365967-KJK

#### **Control number**

517788600

# **Duties**

#### Summary

Organizational Location: This position is with the Department of Homeland Security, within U.S. Customs and Border Protection, U.S. Border Patrol, Havre Sector, Intelligence, Havre, MT

# Responsibilities

This position will allow you to use your expertise to prevent illegal entry of aliens into the United States by land, water, or air; enforce criminal provisions of the Immigration and Nationality Laws; and seek out and apprehend smugglers or aliens who are in the United States illegally. Apply for this exciting opportunity to strengthen the Department's ability to protect the homeland.

This position starts at a salary of \$87,252.00 (GS-13, Step 1) to \$113,428.00 (GS-13, Step 10) with promotion potential to \$113,428.00 (GS-13, Step 10).

As a second-line Supervisory Border Patrol Agent you will serve as a secondary law enforcement officer (under 5 U.S.C. 8331 (6C) and 8412 (d) and be responsible for:

- Direct the sectors/station SBPAs/BPAs in evaluating and analyzing emerging technologies support towards building a highly efficient, agile, and flexible law enforcement intelligence enterprise capable of anticipating, targeting, detecting and disrupting cross-border violations that threaten our national security, economy and public safety.
- Develops and recommends PIRs in accordance with Sector Intelligence Collection Plans based upon the continued analysis of local, regional, and national activities, and operational initiatives.
- Responsible for ensuring the proper leveraging of HUMINT, MASINT, GIS, and OSINT in PIR action plan development and implementation.
- Responsible for planning, coordinating, and directing complex and technical assignments specific to specialized USBP operational and administrative programs concern with law enforcement intelligence collection and targeting operations.
- Directs unit assignments to support station, sector, and U.S. Border Patrol initiatives within the sector AOR. Sets goals and objectives to be accomplished by unit personnel and sets/adjusts long and short-term priorities in the collection, analysis, processing, and dissemination of intelligence products.
- Reviews and analyzes intelligence operations and independently devises and develops new methods for improving production and/or increasing quality of the work directed.

Monitors liaison with other Federal, State, local, and tribal law enforcement agencies, as well as, foreign agencies, to support intelligence priorities and operational
enforcement efforts.

## **Travel Required**

Occasional travel - Overnight travel may be required on a regular and recurring basis.

#### **Supervisory status**

**Promotion Potential** 

Yes

13

Job family (Series)

1896 Border Patrol Enforcement Series

(https://www.usajobs.gov//Search/?j=1896)

# **Requirements**

# **Conditions Of Employment**

- You must be a U.S. Citizen to apply for this position
- Males born after 12/31/1959 must be registered with Selective Service
- You may be required to pass a background investigation and/or polygraph
- Upon appointment, you may be required to undergo random drug testing
- You must be able to meet job-related medical and/or fitness standards

## **Who May Apply:**

• This is a Voluntary Reassignment Opportunity for current U.S. Border Patrol GS-1896 employees with competitive status, in one of the following positions: a current or former permanent (not temporary) CBP GS-1896-13 BPA or 1st-line SBPA who has served at least one year in a 1st-line SBPA position; a current permanent or temporary GS-1896-13 2nd-Line and higher Supervisor/Manager who has served one year as a 1st-line SBPA (if previously served in these roles, the change to lower grade action was not a result of an adverse action), or a current GS-14 (or higher graded) SBPA/BPA who is willing to take a voluntary change to lower grade.

# **Qualifications**

## **Basic Qualification Requirements:**

The basic qualification requirements include experience in law enforcement or other responsible work that demonstrates the ability to make arrests and exercise sound judgment in the use of firearms; to deal effectively with individuals or persons in a courteous, tactful manner; and to analyze information rapidly and make prompt decisions.

#### **AND**

You qualify at the GS-13 level if you meet the basic qualification requirements and possess one year of specialized experience. The specialized experience includes providing direction and oversight for all Border Patrol related functions within an assigned area. This includes assisting, advising and instructing subordinates in their work and resolving difficult problems requiring coordination with other operating units. This experience may also have been gained by developing, managing or directing operational policy or programs related to Border Patrol operations.

Language Requirement: Must be proficient in the Spanish language. (i.e., able to speak and read in Spanish).

**Firearms Requirement:** You will be required to carry a firearm while on duty. Anyone who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition (Title 18, U.S.C. Section 922 (g) (9)). Candidates will be required to certify whether they have ever been convicted of such an offense.

**Physical and Medical Requirements:** Because the duties of the position are of a strenuous nature and require a high degree of interaction and responsibility to the public, you may be required to undergo and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, visit this link

(https://www.cbp.gov/careers/frontline-careers/bpa/app-proc)

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Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

#### You must:

- Meet all qualification requirements, including education if applicable to this position, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the federal service) by 12/19/2018.

The Office of Personnel Management (OPM) must authorize employment offers made to current or former political appointees. If you are currently, or have been within the last 5 years, a political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee in the Executive Branch, you must disclose this information to the Human Resources Office.

**Background Investigation:** U.S. Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country, and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (e.g., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy), and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. For more information visit <a href="this link">this link</a> (<a href="http://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation">http://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation</a>)

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**Polygraph Examination:** This is a polygraph-required position. If you are not a current CBP employee in a law enforcement position, you may be required to take a polygraph exam and have favorable results in order to continue in the pre-employment process. Please see <a href="Polygraph Examination">Polygraph Examination</a> (<a href="http://www.cbp.gov/careers/car/poly">http://www.cbp.gov/careers/car/poly</a>)

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**Polygraph Reciprocity:** CBP may accept the results of a prior federal polygraph exam in lieu of a CBP polygraph exam. You will receive information to request reciprocity in your Background Investigation Package.

Polygraph Waiver: Certain veterans may be eligible to obtain a polygraph waiver. You will receive information to request a waiver in your Background Investigation Package.

**Agency Career Transition Assistance Program (CTAP) Eligibles:** If you have never worked for the Federal Government, you are not CTAP eligible. Information about CTAP eligibility can be found **here** 

(http://www.opm.gov/Reduction\_In\_Force/employee\_resources/ctap/Employee-Guideline\_CTAP.asp#3a)

. You must submit the supporting documents listed in the "Required Documents" section of this announcement. In addition, to be considered well qualified under CTAP, you must possess the knowledge, skills and abilities and/or competencies clearly exceeding the minimum requirements of the position.

#### **Education**

This job does not have an education qualification requirement.

#### **Additional information**

This is a Non-Bargaining Unit status position.

**Motor Vehicle Operation:** You must have a valid automobile driver's license at the time of appointment.

**Shift Work/Overtime:** This position requires regular and recurring shift work. You must be willing and available to work rotating shifts. You may also be rotated between assignments and duty locations. You could be required to work overtime on a daily basis and will be compensated up to an additional 25% of your base pay in accordance with the Border Patrol Agent Pay Reform Act of 2014.

**Travel:** Overnight travel may be required on a regular and recurring basis.

**Uniforms:** This position requires you to wear an officially-approved uniform while in duty status.

**Security Clearance:** You may be required to obtain a Secret or higher level clearance for this position.

**Supervisory Probationary Period**: You may be required to serve an 18-month probationary period upon appointment to this position. You may also be required to complete an appropriate supervisory training course within 90 days of assignment to this position.

**Supervisory Training:** All newly appointed, permanent second level supervisors are required to complete mandatory training. The training will be scheduled by the Office of Training and Development within the first 90 days of appointment. The duration of the training will include 4 weeks of in residence training in Harpers Ferry, WV. *Note: This training may be waived if previously completed.* 

**Law Enforcement Retirement:** This position meets the eligibility criteria for law enforcement retirement. For more information on required years of service and retirement age clink on **this link** 

(https://www.cbp.gov/careers/frontline-careers/bpa/pay-benefits)

. For further information on when an employee continues or discontinues coverage under the special retirement system for law enforcement officers, please see the CSRS and FERS handbook, Chapter 46, pages 12-13

(https://www.opm.gov/retirement-services/publications-forms/csrsfers-handbook/c046.pdf)

## **How You Will Be Evaluated**

Selection Certificates: Applications will not be rated. All eligible candidates will be referred to management in name order. A series of vacancy questions will be used to determine your eligibility. If you meet those basic requirements, your application package may be referred to management for selection consideration. Falsification of your application will remove you from consideration and could subject you to disciplinary action.

To preview the job questionnaire, see <a href="https://apply.usastaffing.gov/ViewQuestionnaire/10365967">https://apply.usastaffing.gov/ViewQuestionnaire/10365967</a> <a href="https://apply.usastaffing.gov/ViewQuestionnaire/10365967">https://apply.usastaffing.gov/ViewQuestionnaire/10365967</a>

### Knowledge, Skills, Abilities and Other Characteristics (KSAOs):

Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

• Thorough knowledge of the strategic, operational and tactical threats within AOR concern with the following: terrorist organizations; criminal organizations; illegal immigration/human smuggling; narcotics and contraband smuggling; transnational gangs; threats to legitimate trade and travel; and imported consumer products

jeopardizing public safety.

- Comprehensive knowledge and understanding of law enforcement techniques and practices including the laws of evidence, the rules of criminal procedures, and precedent court decisions concerning the admissibility of evidence, search and seizure, and related enforcement issues to effectively serve as an intelligence analyst; and to provide technical guidance and leadership to highly trained BPA unit members.
- Skills and abilities to supervise the day to day operations of a unit/team involved in the gathering and production of national intelligence reporting, threat assessments, operational strategies and trend analysis of all crimes, threats and hazards to the USBP mission.
- Knowledge of the trends, profiles, and methods of drug and alien smuggling, terrorism, document fraud, and other sensitive national security issues to uncover and document such activity and to share information with law enforcement agencies both nationally and internationally.
- Knowledge and understanding in the areas of technical intelligence collection: Priority Intelligence Requirements (PIR) action plans, human intelligence (HUMINT), measurement and signature intelligence (MASINT), geospatial information systems (GIS)/mapping, and open source intelligence (OSINT).
- Knowledge of and skill in applying a wide range of law enforcement procedures and intelligence gathering techniques to perform law enforcement tasks and related
  activities that support national security strategies.
- Knowledge in Targeted Enforcement Operations, i.e. Targeting & Analysis, Collections, Border Intelligence Center, Field Intelligence, Law Enforcement Technical Collection, Task Force, etc.

## **Background checks and security clearance**

## **Security clearance**

**Drug test required** 

Secret

(https://www.usajobs.gov//Help/fag/job-announcement/security-clearances/)

Yes

# **Required Documents**

- Your resume: A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. To ensure all your experience is considered, the U.S. Border Patrol strongly suggests resumes should describe your experiences and accomplishments, assignment dates, duty locations, your current supervisor's contact information and specify whether you have performed duties in investigations, intelligence, or have worked in sector-level or national programs (e.g., horse patrol, BORSTAR, BORTAC, peer support, chaplaincy, canine, etc.), or been assigned to the U.S. Border Patrol Academy, and/or Sector or USBP Headquarters. Include leadership or specialized training and college level courses completed. Resumes should also specify each supervisory position held (clearly listing SBPA, FOS, SOS, WC, DPAIC, PAIC, ACPA, XO, DC, DCPA or CPA). Additionally, include all temporary promotions listing the grade, position, location, and period of time held; temporary details or special assignments held 30 days or more (assignment, location, and period of time); and any prior military or other specialized experience outside of USBP that is relevant to law enforcement work. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- Your responses to the job questionnaire: <a href="https://apply.usastaffing.gov/ViewQuestionnaire/10365967">https://apply.usastaffing.gov/ViewQuestionnaire/10365967</a> (https://apply.usastaffing.gov/ViewQuestionnaire/10365967)
- **SF-50 (Notification of Personnel Action):** Current CBP Employees are not required to submit SF-50s, but are highly encouraged to do so. Your SF-50(s) should reflect the highest grade or full performance level held on a permanent basis in the competitive service and having met the time-in-grade requirement of having served 52 weeks at the grade level below (or equivalent) the grade level for this position.
- Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)? You must submit a separation notice; your most recent SF-50 (noting your current position, grade level and duty location); a current (or last) performance rating of record of at least fully successful or equivalent; an agency

certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a Military Department of National Guard Bureau notification that you are retired under 5 U.S.C. 8337(h) or 8456.

- Veterans' preference points are not applicable to Merit Promotion announcements.
- Are you a current or former political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee? Submit a copy of your applicable SF-50, along with a statement that provides the following information regarding your most recent political appointment:
  - Position title
  - Type of appointment (Schedule A, Schedule C, Non-career SES, or Presidential Appointee)
  - Agency
  - Beginning and ending dates of appointment

# **Benefits**

https://www.dhs.gov/homeland-security-careers/benefits

# **How to Apply**

Please upload your resume under "Resume" and any other applicable supporting documents mentioned above under "Other" documents. "Other" documents may not be applicable for each applicant, but should be utilized if you are submitting a SF-50 for proof of federal service, veterans documents for eligibility, transcripts for qualifications, etc.

You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about <u>E-Verify</u> (<a href="http://www.uscis.gov/e-verify">http://www.uscis.gov/e-verify</a>)

including your rights and responsibilities.

Every individual receives a fair opportunity throughout the federal recruitment and hiring process. Learn more <a href="http://hru.gov/Studio\_Recruitment/tools/Mythbuster\_on\_Federal\_Hiring\_Policies.pdf">http://hru.gov/Studio\_Recruitment/tools/Mythbuster\_on\_Federal\_Hiring\_Policies.pdf</a>)

DHS offers competitive salaries and an attractive benefits package, including: health, dental, vision, life, and long-term care insurance; retirement plan; Thrift Savings Plan [similar to a 401(k)]; Flexible Spending Account; Employee Assistance Program; personal leave days; and paid federal holidays. Other benefits may include: flexible work schedules; telework; tuition reimbursement; transportation subsidies; uniform allowance; health and wellness programs; and fitness centers. DHS is committed to employee development and offers a variety of employee training and developmental opportunities. For more information visit this link (http://www.dhs.gov/homeland-security-careers/benefits)

#### . Disabled veteran leave

(http://www.opm.gov/news/releases/2016/08/newly-established-leave-policy-gives-disabled-veterans-more-time-to-address-medical-issues-1/) will be available to any Federal employee hired on or after November 5, 2016, who is a veteran with a service-connected disability rating of 30 percent or more.

Applying to this announcement certifies that you give permission for DHS to share your application with others in DHS for similar positions.

#### View common definitions

(http://www.dhs.gov/xabout/careers/gc\_1303762131481.shtm)

of terms in this announcement.

To begin your online application, click "Apply Online" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

If you are unable to apply online or need to submit a document you do not have in electronic form, visit this link (http://help.usastaffing.gov/Apply/index.php?title=Alternate Application Information)

for more information regarding an Alternate Application process.

Applications and supporting documentation will not be accepted by mail or email. The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on 12/19/2018.

It is your responsibility to verify that any information entered or uploaded is received and is accurate. Human Resources will not modify or change any part of your application. If a document is not legible, you will not be able to view it in your application and you must again upload it by the closing date.

## **Agency contact information**



CBP Hiring Center

#### Phone

952-857-2932 (tel:952-857-2932)

#### **Email**

cbphiring-applicantinguiry@cbp.dhs.gov (mailto:cbphiring-applicantinguiry@cbp.dhs.gov)

Learn more about this agency (#agency-modal-trigger)

# **Address**

**United States Border Patrol CBP Hiring Center** 5600 American Boulevard Suite 700 Bloomington, MN 55437 US

#### Customs & Border Protection (CBP): Securing America's Borders

Do you desire to protect American interests and secure our Nation while building a meaningful and rewarding career? If so, the Department of Homeland Security (DHS) is calling, DHS components work collectively to prevent terrorism, secure borders, enforce and administer immigration laws, safeguard cyberspace and ensure resilience to disasters. The vitality and magnitude of this mission is achieved by a diverse workforce spanning hundreds of occupations. Make an impact; join DHS.

Discover a challenging and rewarding career with U.S. Customs and Border Protection (CBP), the sole organization responsible for securing the nation's borders. At CBP, we:

- Secure and facilitate trade and travel while enforcing hundreds of U.S. regulations, including immigration and drug laws
- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products

- · Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers see <a href="www.cbp.gov">www.cbp.gov</a>(<a href="http://www.cbp.gov/">http://www.cbp.gov/</a>)

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## Visit our careers page

Learn more about what it's like to work at Customs and Border Protection, what the agency does, and about the types of careers this agency offers.

http://www.cbp.gov/ (http://www.cbp.gov)

#### **Next steps**

#### GS Salary: Visit this link

(http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages)

to view the locality pay tables by geographic area. If you do not see your geographic area listed, select the "Rest of United States" pay table.

The open period for this job opportunity announcement may be extended to allow for a sufficient applicant pool.

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts with your <a href="USAJOBS account">USAJOBS account</a> (http://www.usajobs.gov/Applicant/ProfileDashboard/Home)

. If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

Additional selections may be made beyond the total number of vacancies specified using this vacancy announcement. Further selections may also be made for additional organizational divisions and/or units within the duty location(s) listed above.

Any offers of employment made pursuant to this announcement will be consistent with all applicable authorities, including Presidential Memoranda, Executive Orders, interpretive U.S. Office of Management and Budget (OMB) and U.S. Office of Personnel Management (OPM) guidance, and Office of Management and Budget plans and policies concerning hiring. These authorities are subject to change.

Follow U.S. Customs and Border Protection on Twitter @CustomsBorder (https://twitter.com/#!/customsborder)

# **Fair & Transparent**

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

## **Equal Employment Opportunity Policy**

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy And gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

 <u>Equal Employment Opportunity (EEO) for federal employees & job applicants</u> (http://www.eeoc.gov/eeoc/internal\_eeo/index.cfm)

## **Reasonable Accommodation Policy**

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change in the workplace or the way things are customarily done that provides an equal employment opportunity to an individual with a disability. Under the Rehabilitation Act of 1973 the Equal Employment Opportunity Commission (EEOC) must provide reasonable accommodations:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.
- <u>Disability Employment Reasonable Accommodations</u> (https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)
- How to contact an agency (https://www.usajobs.gov//Help/how-to/application/agency/contact/)

## Legal and regulatory guidance

Financial suitability

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/financial-suitability/)

Privacy Act

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/privacy-act/)

Selective Service

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/selective-service/)

Social security number request

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/social-security-number/)

Signature & False statements

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/signature-false-statements/)

New employee probationary period

(https://www.usajobs.gov//Help/working-in-government/fair-and-transparent/probationary-period/)